



Elsenham Parish Council
Communication Committee Meeting
held on Tuesday 28 May 2019 at 8.00pm
The Village Hall, High Street, Elsenham.

Minutes

(All meetings are open to the public and press)

Present;

Mrs. A Warwick (Chairman AW), Mrs. E Chong (EC), Mrs. A Gleeson (AG),
 Dr. G Mott (GM) and Mrs. L Johnson (Parish Clerk LJ).

Members of the public None.	
Apologies for absence Mrs. M Jackson (MJ)	
Item	Actions agreed
Election of Chairman EC proposed AW for Chairman, AG seconded, the vote was carried unanimously.	
Declarations of Interest None.	
Open to the Public None present.	
Minutes The Committee agreed the minutes of the meeting held on 17 April 2019.	The minutes were signed by the Chairman AW, as a true and accurate record.
Website Management Each member of the Communication Committee will be assigned to other committees and working groups. The Chairman of each of those committee will send to their dedicated member information to upload on to the website. One week after the minutes have been circulated to members they will be placed on the website; the week will allow for any errors to be rectified. The Planning Committee have agreed to send monthly, a list of the current planning applications in the village that were awaiting a decision from UDC. The list would be uploaded onto the website. One suggestion was to have three pages for planning, page 1. large developments, page 2, smaller developments (less than one house), page 3, decision made, approved, refused, gone to appeal.	

<p>There is no extra charge for an interactive map, the locations of the planning applications can then be pinpointed on to the map. Once the map has been downloaded AW will explore to see how much work this entails.</p>	
<p>Implementing additional changes and the solutions – blogs, members area.</p> <p>At present the minutes on the website go back two years. Councillors have asked if older minutes could be added. To do this it was agreed that a login protected members area could be set up, where all the past minutes from 2011 – 2017 would be stored.</p> <p>It was agreed to speak to the Chairman of other committees to ascertain if they would be interested in producing a blog on behalf of their committee on a regular basis.</p> <p>AG agreed to oversee the photo gallery; the Flowerbed Committee had asked if some old photos of the flowerbeds could be displayed</p>	
<p>Emails</p> <p>The Committee would like all Councillors to have a .gov.uk email, this looks more official and helps stop emails going astray. Unfortunately, some councillors were against this idea. AW to ask Netwise about holding sensitive information on personal email accounts.</p> <p>LJ is to have a new .gov.uk email address, either louise@elsenham-pc.gov.uk or clerk@elsenham-pc.gov.uk</p> <p>Any Councillors who would like a new email account are welcome to do so. On the old Parish Council’s website all the Parish Councillors email addresses and telephone numbers had been published alongside their photographs. However, some Councillors had raised concerns regarding publishing them on the new website. There was also some inconsistency regarding each committee having their own email address, some Councillors did not like the idea and yet EROWOS Committee already had their own.</p>	
<p>Launching the new website to the community as well as Facebook</p> <p>The website has now been live since 20 May 2019, it takes about 2-weeks before google index it. The old website is still live, mainly so the old minutes can still be accessed. AW will inquire about arranging for a link on the old website with redirecting users to the new website.</p>	
<p>Review our Social Media and Electronic Communications Policy.</p> <p>AW is to circulate a copy of the policy to all members, for discussion at the next Communication Committee meeting with the view of presenting it to Full Council for adoption at July’s Parish Council’s meeting.</p>	
<p>Any other Business</p> <p>AW had recently put a post on the Elsenham and Henham Facebook page asking residents to respond to the Wallace land investment proposed development on Land off Isabel Drive and Land off Stansted Road. This caused some controversy between residents and the post was removed. It was agreed that AW would converse with the monitors of the Elsenham and Henham Facebook page before any further posts were put on that may cause disagreements. However, members were not happy that it had been removed and AW will post it again.</p>	
<p>Meeting closed at 10pm.</p>	

